

# Rules of Department of Revenue

## Division 20—Highway Reciprocity Commission

### Chapter 1—Organization and Description

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## Title 12—DEPARTMENT OF REVENUE

### Division 20—Highway Reciprocity Commission

#### Chapter 1—Organization and Description

#### 12 CSR 20-1.010 General Organization

*PURPOSE: This rule complies with section 536.023, RSMo (1986) which requires each agency to adopt as a rule a description of its operation and the methods where the public may obtain information or make submissions or requests.*

(1) The Highway Reciprocity Commission was established in 1958 by Senate Bill 19 passed by the 69th General Assembly, Second Extra Session. It is a division of the Department of Revenue.

(A) The commission is composed of the governor, attorney general, director of revenue, director of the Division of Transportation in the Department of Economic Development, superintendent of the Highway Patrol and chief engineer of the Department of Highways and Transportation.

(B) Any member may designate a qualified employee from his/her department to act for and in his/her stead on the commission.

(C) The commission elects a chairman and other officers as it considers necessary and determines its own procedures. It appoints a secretary who has charge of the commission office and is custodian of its records.

(D) The commission shall meet at least quarterly at a time and place designated by the chairman. The commission may meet at other times as may be deemed necessary by the chairman. The commission may meet by telephone conference call when, in the discretion of the chairman, a meeting is necessary.

(E) The commission office is located at 1014 Madison Street, Jefferson City, Missouri. The mailing address is P.O. Box 893, Jefferson City, MO 65105.

(2) The commission is authorized to negotiate and enter into reciprocal agreements or arrangements with other states, the District of Columbia, territories and possessions of the United States and foreign countries concerning commercial motor vehicle registration fees and the collection and refund of interstate fuel taxes levied pursuant to sections 142.362—142.621, RSMo and the International Fuel Tax Agreement. As to those states with which there is no agreement concerning commercial motor vehicle registration fees, mirror-type reciprocity is honored.

(3) The commission office gives information and registers interstate commercial motor vehicles. This process involves—

- (A) Examination of applications;
- (B) Computation of fees and billing for payment;
- (C) Issuance of credentials and license plates;
- (D) Maintenance of financial records and files;
- (E) Audit and investigation for compliance with statutes and agreements;
- (F) Answer of oral and written requests for information and assistance; and
- (G) Transmission of reciprocity and fuel trip permits and Division of Transportation licenses.

(4) The commission office gives information and licenses persons under the International Fuel Tax Agreement. This process involves, but is not limited to—

- (A) Examination of applications;
- (B) Computation of fees, taxes, interest and penalties; billing for payment;
- (C) Issuance of licenses, decals and credentials;
- (D) Maintenance of financial records and files;
- (E) Answer of oral and written requests for information and assistance; and
- (F) Transmission of receipts and refunds to member jurisdictions and licensees.

*Auth: sections 32.050 and 536.023, RSMo (1986). Original rule filed Dec. 31, 1975, effective Jan. 10, 1976. Amended: Filed Oct. 15, 1986, effective Jan. 30, 1987. Amended: Filed Nov. 1, 1991, effective March 9, 1992.*